Bureau of Indian Education Advisory Board for Exceptional Children Meeting Minutes - November 13-15, 2019

Name of Committee: Bureau of Indian Education Advisory Board for Exceptional Students

Meeting Location: National Indian Programs Training Center, 1011 Indian School Rd., NW, Room 326, Albuquerque, New Mexico 87104

Meeting Presentation: Provided in person presentation for participants located onsite; and teleconference (audio) for public commenting.

Advisory Board Chair: Norman Shawanokasic served as the Chairperson until his term ended May 2019. Thereafter, the Chairperson position was not filled. The Designated Federal Officer (DFO) filled in as Chairperson for the remainder of the year. The DFO and CMO preferred to wait until the Advisory Board had more members before another Chairperson was selected.

FACA Regulations: As an advisory board to a federal agency, the Advisory Board falls under the requirements of the Federal Advisory Committee Act (FACA; 5 U.S.C., Appendix 2). FACA aims to ensure that the advice of federal advisory committees is objective and available to the public, and that the committees comply with cost control and recordkeeping requirements. The Advisory Board must comply with FACA regulations by:

- Making Advisory Board meetings open to the public,
- Publishing advance notice of upcoming meetings in the *Federal Register*,
- Recognizing a Designated Federal Officer (DFO) assigned by the BIE to support the Advisory Board,
- Ensuring that members avoid conflicts of interest, and
- Limiting membership terms.

Jennifer Davis, DFO was present during all meeting sessions to maintain compliance with the FACA regulations.

Day 1 - Wednesday, November 13, 2019

Start Date and Time: 11/13/2019; 8:30 a.m. Mountain Time

Call to Order, Opening Remarks & Welcome – provided by Jennifer Davis, DFO

Roll Call

- Board Members present (In Person) – Katinee Shawanokasic, Vice-Chairperson, Dr. Harvey Rude, Dr. Eudore Camata and Gretchen Wendell.
- Board Members absent – Brenda Anderson, Adrienne Benally, Rebecca Youngman, Jennie Platerio, Teresa McMakin, Ronald Worst and Marcy Oliver.

- In the Gallery (on-site) – Ms. Hankie Ortiz, Associate Deputy Director (ADD) for Bureau Operated Schools (BOS); Dr. Tracia Jojola, Acting Associate Deputy Director (ADD) for Tribally Controlled Schools (TCS); Connie Albert, Acting Albuquerque (ABQ) Education Program Administrator (EPA) for TCS; Narcy Ka'Won, Education Specialist (BIE/Division of Performance and Accountability (DPA)/Special Education(SPED); Dr. Eugene Thompson, Education Specialist (DPA/SPED); Mary Beardsley, Administrative Support (DPA/SPED). Attended the meeting via Telephone Conference Line – Dr. Cherie Poitra, Education Specialist (TCS/SPED); Tawanda Avery, Education Specialist (BOS/SPED); Carrie Watahomigie, Education Specialist (BOS/SPED); Eleanor Jones, Education Specialist (DPA/SPED).

During the morning session (8:30 am to 11:30 pm MT) the Advisory Board did not have a quorum. The board did not conduct any official business during this time. The BIE's Education Specialists (Special Education) provided their special education updates. The Board members and guests who were in attendance listened to the scheduled presentations.

Special Education Updates from BIE Associate Deputy Directors.

- 9:30 – 10:00 a.m. MT Dr. Tracia Jojola, Acting ADD for Tribally Controlled Schools (TCS);
- 10:00 – 10:30 a.m. MT Hankie Ortiz, ADD for Bureau Operated Schools (BOS);
- 10:30 – 11:00 a.m. MT Charles Sherman, Acting ADD for the Navajo Region (TCS and BOS)

Presenters: Navajo Region (BOS and TCS), Carrie Watahomigie and Tawanda Avery, Education Specialists (Special Education) for Navajo Region Schools.

- Carrie Watahomigie is currently detailed to work at the Havasupai School.
- There are five Education Resource Centers (ERC's) in the Navajo area – Chinle, Shiprock, Crownpoint, Tuba City and Window Rock.
- Status of Part B Applications for SY2019-2020 – there are twelve Navajo TCS schools and nine BOS schools that currently have incomplete applications. Connie Albert, DPA Education Specialist (Special Education) has been communicating with the Navajo region (Charles Sherman, Acting ADD, Tawanda Avery, and Carrie Watahomigie) regarding the missing items within each application.
    - The Navajo ADD Education Specialists (SPED) are understaff to work with all 60 schools within the Navajo region. There are two Education Specialists (Special Education) serving all 60 Navajo region schools. More time is needed to focus on the Part B applications.
    - Concerns – some Navajo schools are afraid to spend special education funds. They are not sure of the allowable uses of special education funds and some schools do not know what their special education allocation is for the current year.
- NASIS training – a lot of Navajo region schools want the NASIS training. NASIS training is scheduled for the week of November 18-22, 2019 and two more sessions in December.

    - Connie Albert will show how to do an amendment and how to work the behavior module in NASIS program. The trainings should help to obtain increased and accurate data. Ms. Avery is trying to get all the Navajo schools on board by conducting interactive NASIS training sessions.
- Concerns:
    - Background checks are a concern – the Navajo region is losing eligible candidates because the process is taking too long. It usually takes 4-5 months to complete the background check process. The Navajo region has a teacher shortage all over the reservation. The background check needs to be streamlined to hire teachers quickly.
    - Recruitment issue – not only is there a special education teacher shortage there is also a general education teacher shortage on the Navajo Nation. Some schools are using paraprofessionals as teachers because the school is faced with no teachers in the classroom. This situation is due to the lengthy time period to do background checks that is causing many problems of getting teachers on board within the schools.
- Timely Initial Evaluations (Indicator 11) – Narcy Ka'Won provided an update. Two Navajo schools have not submitted their B11 documents out of 60 total Navajo schools. The schools need to upload their B11 documents into the NASIS program so the DPA can conduct the verification of records. It was reported that some Navajo school need training on how to upload documents in the NASIS program.
- Successes –
    - ISEP reviews – more schools are using the service logs in the NASIS program.
    - Special Education network training – was developed to bring special education teachers together to build capacity, help new special education teacher, start collaborating with one another, increase communication, to help teachers who are struggling, to bring teachers together to learn from one another. The training was not only for special education administrators but specifically for special education teachers. The first training session was hosted in Tuba City. So far, the Navajo region has offered training in special education law; and NASIS training will occur in November and December 2019.
    - Due to the increased training efforts the business managers and principals are working together a lot more.
    - An effort will be made by the Navajo ADD special education staff to schedule more training session to all of the Navajo schools.
- Implementation of Action Plan
    - The Navajo ADD Education Specialists (special education) will continue to provide an increase of special education training for all Navajo schools.
- The DFO requested the Navajo region to also promote the LRP products that the BIE has purchased for all BIE funded schools. The BIE would like to increase participation usage rate from all schools. The LRP products provide 24/7/365 on-going professional

development for all school personnel in the areas of Every Student Succeeds Act (ESSA) and the Individuals with Disabilities Education Act (IDEA).

Presenters: Bureau Operated Schools Region (BOS), Ms. Hankie Ortiz, Associate Director for BOS.

- The BOS region has four ERC's – Belcourt, Pine Ridge, Phoenix and Pine Ridge
    - For the Albuquerque ERC the new Education Program Administrator (EPA) will begin December 2019.
    - Belcourt ERC, Casey Sovo, new EPA has started.
    - Pine Ridge ERC - Laura Braucher, new EPA will transition into the position late December 2019.
    - Phoenix ERC – Jim Hastings will transition into retirement, the EPA position announcement has closed and interviews will start in two weeks in November 2019. When a selection has been made Mr. Hastings will stay on for 1-year to train the new EPA in PHX along with other new EPAs.
- Staff levels at the ERC's -A board member asked if ERC education specialists are required to have special education background. "No we do not require it." Then what type of technical assistance is requested from schools regarding special education? Another board member stated, "Special education is a priority and needs to have educators who are experts or are skilled specialists in the special education field."
- The BOS region provided a meeting with reservation boarding schools – the training was good and provided special education training, Chemawa is very organized to address special education issues.
- Havasupai School – student behavior issues still continue at the school, tele-behavior health service is being used at the school, the school has access to the highest internet capacity with backup batteries to ensure continuous connection for services. Parents were not taking their child to their appointments so now the services are at the school. This helps so the services will not be missed by the student. The school's turnover rate is tremendously high for the school. The special education online teachers, is being investigated as a possibility for the school.
- Employment background checks – are backlogged to get personnel for BIE funded schools. We need to speak with Jackie Shamblin (HR) to discuss the background check process and to get an understanding of the process. We need the background check to move faster to get school personnel on the job;
- Recruitment – we are investigating as to what is working well? BOS needs guidance, support and will be fully staffed; We can't assure all ERC's will have a special education position at the ERC; we would like to see special education positions at each ERC; the organization chart that was established we can't deviate from the chart.
- Part B – Zia School is the only school that has not completed their Part B application; all other BOS have been completed;

Presenters: Tribally Controlled Schools Region (TCS), Dr. Tracia Jojola, Acting Associate Director for TCS.

- Dr. Tracia Jojola, Acting ADD for TCS, her term started August 23, 2019 and will end 12/12/2019.
- ERC's – Connie Albert, is the current Acting EPA for TCS; there are 7 ERC's; ABQ ERC is vacant – Special Education position, former was Laura Tsosie; Dr. Timothy Begay – hired as Native Language and Culture Spec. (started in June 2019) and acting education specialist (special education); Ventura Lovato – has been hired.
- TCS region has 97 schools out of a total of 174 BIE funded schools.
- TCS is working with the Hopi schools – they are consolidating so the Tribe can help to refigure the school system;

1:00 p.m. MT - Meeting Called to Order, Roll Call

- Board Members present (In Person) – Katinee Shawanokasic, Vice-Chairperson, Dr. Harvey Rude, Dr. Eudore Camata, Gretchen Wendell and Ronald Worst.
- Advisory Board has a quorum, therefore the board was able to conduct official business
- In the Gallery (on-site) – Connie Albert, Narcy Ka'Won, Dr. Eugene Thompson, Mary Beardsley,

BIE Director Update - no report was provided.

DPA Update – Dr. Jeffrey Hamley, Associate Deputy Director

- **Monitoring reports** for 3 years the final monitoring reports have been outstanding. Currently we are in internal discussion regarding the formatting of the final report, who to route to for approval process; and the BIE is feeling the pressure from the Government Accounting Office (GAO). The DPA made all the decisions to send the monitoring reports to the schools and the process was completed August 2019. This was 3 years' worth of final reports. One monitoring trip to Tiospa Zina Tribal School was cancelled due to extreme weather conditions. There were 44 reports sent to schools that were monitored as well as the ADD's. Moving forward we will use the same process to deliver the reports. The ideal time frame is to provide the report in 30 days to the schools that were monitored.
    - Reports were the first sent for special education statutory requirements for schools to correct within one year from the date of the report; we will use the same requirements for ESSA program.
    - The BIE has offered technical assistance to schools on how to conduct corrections for the findings. There will be 44 schools to participate, for those who received the reports. We will outline specific issues for the schools. Special education has to track the findings from start to finish, a tracking tool has been developed. We will also use the same tool for ESSA and will invite the ISEP group to do the same too.

- Question – from Gretchen Wendell, Board member. What type of TA is provided to the schools?
- The reports are divided into 3 sections, special education, ESSA and ISEP program funds; all findings are based on statute and regulations from special education, ESSA and DOI regulations.
- Status of monitoring – this is way behind schedule. The matrix was just completed as of today November 13, 2019. A year ago the BIE Senior Leadership reviewed the matrix and they wanted to make changes to the matrix. We are also waiting for the School Operations (financial team) to complete the FASA to complete the matrix. The BIE may only monitor nine schools instead of the fifteen monitoring visits. This has not been confirmed. The policy states the BIE will be divided equally among the 5 divisions. We would like to see this division be done instead of resting solely on the DPA (ESSA and IDEA teams). We would like to see it as a BIE responsibility not a DPA only responsibility. The Advisory Board could recommend this as one of the recommendations to the DOI Secretary.

- **Government Accounting Office (GAO)**
  - GAO has a lot of activity with the BIE; they will end their study sometime in November or December 2019. A report will be coming out which will focus specifically on the BIE's special education program. Congressional hearings will be on this report next year 2020. The BIE will have to respond to the GAO report. One of the issue of role of the BIE Advisory Board; Some of the board members were interviewed by the GAO.
- **BIE's Special Education Corrective Action Plan (CAP)** – For the special education program, discussions went well because we communicate frequently with the OSEP staff. There are a lot of items that need to be addressed.
  - Items such as assessments, collection and reporting by sub-group;, this is not a DPA responsibility but the Chief Academic Officer's (CAO) responsibility along with NASIS Supervisor helping the CAO to do this. A meeting with the Dept. of Education (DOE) about the Differentiated Monitoring and Support (DMS) report, the BIE was monitored the visits are periodic from the DOE. This overlaps with the DMS report.
- **Issues and Concerns for the DPA**
  - The BIE Director is concerned that there are several vacancies in the special education program. Margo Delaune will make progress for the Every Student Succeeds Act (ESSA) program to hire staff. DPA had planned to hire positions in the Albuquerque area. The BIE is not allowing the hiring in the Albuquerque area which will limit the DPA's ability to hire people. Also, the DPA has to move to building 1 in Albuquerque which will cause a space issue.
- **ESSA**
  - Formula programs and discretionary competitive programs - Awards have been provided to various school programs. We are moving forward;. We are writing the Standard Operating Procedures (SOP). Senior leaders are going through professional

development (PD) training at University of VA, and will submit the SOP by November 2019. The SOP Manuel has not been reviewed since 2011 and it's in the Solicitor's Office. We need to complete this.

- **Negotiated Rule Making (NRM)**
  - We are developing a timeline, the Assistant Secretary-Indian Affairs (AS-IA) wants a fresh revision of the timeline; the federal register notice for the NRM will be published in December 2019 and will run for 30 days then it will be finalized.
  - State Plan (Agency Plan) – According to the ESSA regulations the BIE does not meet the definition of a State Education Agency (SEA). The Plan communicates on how to implement ESSA. The BIE does not have to do this but the BIE will submit a plan so there is open communication with parents, schools and communities and tribes. The BIE will publish the agency plan on the website. Section 11 (which is the ESSA); the BIE will adopt their own Standards and Develop our own Assessments, time is a factor; Tribes do have a right to submit a waiver to not follow the BIE's Agency Plan.
  - Agency Plan – is a joint collective effort between DPA and the CAO.
- **Indian School Equalization Program (ISEP)**
  - Who should monitor these funds ISEP or DPA regarding the 15% set aside for special education funds?
  - Griselda Gauppin from Zia Day School – requested to review monitoring reports.

Meeting Adjourned at 4:03pm MT (Motion - Dr. Eudore Camata 1st, Gretchen Wendell 2nd) All approved.

Day 2 - Thursday, November 14, 2019

Start Date and Time: 11/14/2019; 8:30 a.m. Mountain Time

Call to Order, Roll Call – provided by Jennifer Davis, DFO

- Board Members present (In Person) – Katinee Shawanokasic, Vice-Chairperson, Dr. Harvey Rude, Dr. Eudore Camata and Gretchen Wendell, Ronald Worst, Rebecca Youngman and Marcy Oliver.
- Board Members absent – Brenda Anderson, Adrienne Benally, Jennie Platerio, and Teresa McMakin.
- In the Gallery (on-site) – Connie Albert, Narcy Ka'Won, Dr. Eugene Thompson, Mary Beardsley.

9:00 a.m. Special Education Update Donald Griffin, Supervisory Education Specialist Division of Performance & Accountability (DPA)

- Special Education is changing so fast and very much
  - There have been so many visitors to the BIE (i.e. GAO study)
    - GAO – there have been numerous questions that lead to more questions. The special education team has been on this for over 1 year. The study should be released November or December 2019, and the report will not

be very good about the BIE special education program. The short coming are the lack of high quality staff for BIE/DPA/ special education. The Indian Preference Act applies first, then veteran's preference, which eliminates a lot of applicants. There is a nationwide shortage of teachers and administrators. Tony Dearman, BIE Director recommends stair-stepping, meaning train lower skilled educator to help them reach higher skill level at the State level.

- Gretchen Wendell, Board members – asked for the BIE's HR program to explain the hiring, certificate, review process of looking at applications. Who creates the position descriptions (PD)? Don Griffin stated the PD were created during the reorganization and he should be the person to revise the PD's. Mr. Griffin stated HR program is the entity that reviews all the applications not the supervisor of the program who will hire. What would Don Griffin need to get qualified special education people on board?
- A request was emailed to Jackie Shamblin, BIE/HR Director for a HR representative to meet with BIE Advisory Board this afternoon, November 14, 2019, to learn about the recruitment, screening and hiring process for school personnel.

- Assessment –
  - The BIE is the State Education Agency (SEA) for all 174 BIE funded schools. The Navajo schools, the Department of Diné Education (DODE) is not the SEA for their Navajo Tribally Controlled Schools, it is the BIE.
  - Navajo has a waiver from the U.S. Department of Education (DOE) to take one test for their schools; same for Miccosukee School;
  - The BIE wants to collect test scores for all 174 BIE funded schools. The BIE has to assemble various and numerous test scores into the BIE measurement table. The BIE is the SEA that reports the testing data to the DOE. Working with the data is challenging because the testing data is not the same from state to state, when working with 23 different states.
- Eligibility of Determination – our BIE funded schools use the State's definition of regarding their progress.
- Alternative diplomas – are currently being researched. Is it the best placement for the student? The student has been provided with grades of A's and B's, but based on your disability the school will not issue a regular diploma. This is a current issue going on in some BIE funded schools. Another issue is that students with disabilities can stay in BIE funded schools until the age of 22 years.
  - Therapeutic Learning Center s are needed for our students with severe behavior problems. We need specialized schools for older aged students with disabilities. For Indicator 13, we need to address the issues of finding housing and job skills, but you can't have younger students with older students, but you can support all but done is a specialized manner to meet the needs for all students with disabilities. The BIE is trying to

make improvements in Indicator 13. It is important to have the "BIE Policy and Procedures" improved and published.

- U.S. Department of Diné Education Meeting –
  - Written Notification of Findings were sent to 44 schools on August 28 and 29, 2019, 1 year (specifically for IDEA findings) to make corrections on the findings of non-compliance; the Q2 report identified schools who have closed out their non-compliance. The BIE has a form in Native Star the schools can use to address their findings. The letters were sent to the school administrators as well as the ADD's and ERC's also received the reports. Webinars have been provided for all 44 schools to learn how to fill out and submit the findings form. This webinar was also recorded and is stored in the N drive under N drive\Findings
  - Why are people being hire at ERC's with no special education qualifications?
- San Felipe – contracting update
  - Compensatory services should be caught up or completed.
  - The contracts also includes 8 pueblos in NM. They are also receiving special education related services under the same contract (Jemez, Zia, etc.)
  - This has led to the DOE asking if related services for all students with disabilities in all schools are being implemented according their IEPs. The DPA is working on how we can verify it.

- Special Education Data – Assessment data is due the second Wednesday in December for SY18-19
  - The BIE is working to collect assessment data from all the schools. The BIE is lacking assessment data for 14 schools. Some schools didn't want to report and the BIE found out the schools did not test at all.
  - What is the 60 day timeline for initial evaluation? It is from the time of the "written consent to the completion of the Determination of Eligibility (DOE) (the DOE is not the date of testing)." Is it 60-calendar days or 60 business days? It is 60 calendar days. The Evaluation Summary Report is the document to verify the 60 days.
- DMS Report – Differentiated Monitoring and Support -January 21, 2020 – the DMS timelines established for the DOE;
- Secondary Transition
  - The BIE/Special Education program is required to spend $600,000 to improve Secondary Transition program within BIE funded schools. The BIE has tried to contract with other contractors but it is very difficult to find contractors.
  - A Secondary Transition plan needs to be developed to spend the $300,000.
  - The BIE's Special Education program needs to provide a list of possible vendors to get services for the secondary transition services.
  - The BIE wants to have an intensive study group spring 2020. The BIE is considering Kansas University (KU) to help with this endeavor. The BIE needs to

conduct Capacity Building Institute (CBI). First, before we work with KU, space and facility needs for team planning are needed. We need at least 1 CBI completed, possibility is Haskell or SIPI. There will be no regional trainings this summer. KU will conduct a self-study which will be cost free for BIE funded schools, but a commitment is needed for 12 weeks from participating schools for the Transition Coalition at KU;

- Board member – suggested to call up a school to send a representative (teacher, parent, student), call a week before and the day before;
- Zia Day School (BOS) – Principal, requesting monitoring reports; shortage of SPED teachers want to contract, Don Griffin states a Bureau Operated School can't use a contract to hire outside the federal government, the school is required to use the federal government hiring process;
- Advisory Board – is requesting where they can have the advisory board meetings. The Board would like a Scope of work to hire a contractor to set up all the meetings for the Board.

11:38 pm MT Lunch break

1:00 p.m. MT - Resume Board Meeting Board members in attendance

- Board Members present (In Person) – Dr. Harvey Rude, Dr. Eudore Camata, Gretchen Wendell, Ronald Worst, Rebecca Youngman and Marcy Oliver.
- The Advisory Board member met briefly with Donald Griffin, Supervisory Education Specialist (special education)
    - The Board asked for Mr. Griffin's support for the Advisory Board to conduct its meetings at a various BIE funded school sites nationwide other than only meeting at 1011 Indian School Albuquerque, NM building site.
    - Dr. Harvey Rude, Board member requested to obtain data for overall student enrollment for Navajo schools and the number of students with disabilities. Gretchen Wendell, Board member also requested the data include overall student enrollment for all BIE funded schools, the number of IEP's and the count for each disability category. Don Griffin will provide the data to the board, Friday, 11/14/19.
    - Gretchen Wendell motioned to excuse Donald Griffin as there were no more questions from the Advisory Board. Dr. Harvey Rude seconded the motion.
    - The Advisory Board worked on the 2019 draft annual report.

4:00 pm MT – Recessed for the day

Day 3 - Friday, November 15, 2019

8:30 a.m. MT – Call to Order, Roll Call

Board Member Attendance:

- Board Members present (In Person) – Katinee Shawanokasic, Vice-Chairperson, Dr. Harvey Rude, Dr. Eudore Camata, Gretchen Wendell and Ronald Worst, Brenda Anderson, Marcy Oliver and Rebecca Youngman.
- Board Members absent –Adrienne Benally, Jennie Platerio and Teresa McMakin.
- In the Gallery - Donald Griffin, Supervisory Education Specialist (BIE/DPA/SPED).

8: 45 a.m. The Board met with Donald Griffin asking various questions to clarify topics.

- Monitoring should involve nine divisions however there are only five divisions that are actively involved with the on-site monitoring visits; the DPA continues to take the lead for all on-site monitoring visits, the other divisions need to step up to take the lead to implement a shared responsibility among the divisions
- The BIE/DPA/IDEA needs to update the Special Education Procedures manual.
- LRP – suggested required (mandatory) to complete LRP modules with a level of expected proficiency; the need to increase participation from all BIE funded schools to use the LRP products; BOS personnel should be mandated to complete LRP modules; this discussion is a possible initiatives for the new FY 2019-2020 for the Advisory Board;
- ERC needs build capacity due to being in direct contact with Bureau funded schools – this should be a priority.

9:30 a.m. The Board continued to work on the 2019 Annual Report. The 2019 Annual Report was finalized. Dr. Eudore Camata, made a motion to accept the 2019 Annual Report, and Brenda Anderson second the motion, all approved the 2019 final report.

11:00 a.m. Public Commenting Period

- LSG Educational Services LLC. – Laura Sullivan-Gallegos, Ph.D. - LSG serves some eastern Navajo schools; and also contracts with some AZ schools for behavior and compliance training;
    - Issue – LSG constantly struggles with implementing both the State and Federal procedures regarding the re-evaluation process. It is difficult to follow how the BIE procedures the federal regulations. LSG is told the re-evaluation practices are different according to State and Federal regulations. Solution – consistent practices, update and implement a BIE Policy and Procedures Manuel to help resolve these types of issues.
    - Issue – Reported by Michelle Crossler, SLP (28 years in the practice, employed by LSG). Speech and Language documents are not uploaded in the NASIS program. I have to physically drive to the school site to assist with uploading and I also have

to return back to the school to conduct the testing. The expense for me to drive to the school to make sure these items are completed becomes expensive. I strive to ensure I use the school's special education funds efficiently, however this is not occurring due to having to go to the school multiple times to assist with the uploading the proper documents as a service provider. If these documents can be uploaded in the NASIS I as a service provider can access the NASIS program to review how the student is progressing.

- Truancy is a huge problem in the schools I serve. Absenteeism is a problem. A child is kept at home and the student is used as a childcare provider and completing house chores while the parent is working. This student would like to access all the school's activities (sports, clubs), however cannot due to being absent and being kept at home. There is a lack of policy and procedures regarding absenteeism to deal with this issue. The school does have a SAT packet, within the SAT packet there is no language or speech sections for the service provider to receive information for these sections. Would it help if the schools request for CEIS funding to work with students so they will not end up in special education. Don Griffin – provided additional details of how CEIS works.
- There is a need for standardized assessments within the BIE and the assessments normed for the Native American populations. Why can't the BIE approach and meet with an assessment publishing company to partnership to work towards an assessment protocol that is normed for Native American populations.

1:00 p.m. Resume meeting

Board Member Attendance:

- Board Members present (In Person) – Katinee Shawanokasic, Vice-Chairperson, Dr. Harvey Rude, Dr. Eudore Camata, Gretchen Wendell, Ronald Worst, Brenda Anderson, Marcy Oliver and Rebecca Youngman.
- Board Members absent –Adrienne Benally, Jennie Platerio and Teresa McMakin.

- Discussion on next future Advisory Board meetings
- **Spring 2020 – Washington, D.C. site, April 22-24**, travel days are April 21, 25; items to discuss during the next meeting:
  - Meet in the Main Interior Building; Orientation for AM session; PM session start board meeting
  - Human Resource person to call in;
  - Dr. Hamley – provide GAO reporting;
  - Meeting with Tara Sweeney, Tony Dearman – about the annual report
    - What info do you need from Advisory Board to help support you with the BIE's mission to help support student with disabilities?
    - Existing Memorandum of Understanding with BIE and HIS – what other agencies does BIE have when it comes to special education.

- Sharon Pinto, Deputy Director for School Operations – to report
  - What is the direction for procurement of contracting and services
  - The struggles they are facing for contracting and school services
  - Facilities – timelines – are there timelines to follow for related service providers contracting,
  - Spend down the funds – How does the BOS operate and how does the TCS operate; Need direction for timing when to have purchase orders in, the use IDEA
- Connie – IDEA budgeting, process, timelines
- BIE Senior Leadership
  - Progress made on recommendations
  - What is the mission and vision for the BIE and SPED; is there still support for the Blueprint document
  - Order 3334 – what phase of the reorganization the BIE is in
  - Who does the BIE have partnership with to support special education?
  - Which MOU's exist between the BIE and other agencies, tribes regarding special education services

- **Fall 2020 – Choctaw, MS, November 18-20, items to discuss during the next meeting:**
  - Visit with the Choctaw Tribal Education Department (TED)
    - How their SPED coordinator sharing and knowledge of providing related services in all of their schools –
    - Meet with their related service providers
    - Meet with parents and families, community members (meet in the evening day)
    - Visit a HS, ES, MS – meet with teachers without administration, meet with students and what are their needs;
  - HR report update
  - Transition Services – update from Dr. Thompson
  - Public commenting – Day 2, 1-1:30 p.m., 30 min;
  - Set priorities for 2021

  Alternative meeting will be in Albuquerque – The Board would like to visit one school TBD in April meeting (i.e. Santa Fe Indian School, Isleta, Ojo Encino, Pueblo Pintado, and Torreon).
- Priorities suggested for FY 2020-2021
  1. Building Capacity of ERC staff to ensure the needs of schools are met in regards to special education programs.
  2. Recruitment, Hiring and Retention
  3. Timely background checks
  4. Standardized testing, recommend efforts by the BIE to explore and to actively include Native American students in norm assessments; partnership

with testing assessment companies; normative data for testing and evaluations for Indian students (special education).

5. Adoption of BIE Policy and Handbook for special education
6. Secondary Transition for special education students –
    a. how are we doing, challenges,
    b. Get a list we can provide to the schools – resources, for student with disabilities to access; local trade union offer apprenticeships,
7. Alternative diploma and graduation options –
8. Explore specialized schools – Therapeutic, Behavioral
9. BIE Co-op for related services

Dr. Camata made the motion to end meeting, Marcy Oliver second the motion, all are in favor.

Closing prayer – Katinee Shawanokasic

4:20 p.m. MT Meeting adjourned

Appendix:

- Appendix 1: BIE Advisory Board Membership Roster
- Appendix 2: BIE Advisory Board Agenda, November 13-15, 2019

BIE Advisory Board for Exceptional Children

2019-2020 Board Membership Roster

1. **Brenda Anderson, Secretary.** 3-YearTerm Period: 4/1/2019 - 4/1/2022
   State Location: AZ. Represents Category: Tribes or tribal organizations

2. **Adrienne Benally, Board Member**. 3-YearTerm Period: 12/2/2016 - 12/2/2019
   State Location: AZ Represents Category: Parents of Children with Disabilities

3. **Dr. Robin Blitz, M.D., Board Member.** 3-YearTerm Period: 7/9/2020 - 7/9/2023
   State Location: AZ. Represents Category: State Interagency Coordinating Councils (for states having Indian reservations)

4. **Dr. Eudore Camata, Board Member.** 2-YearTerm Period: 4/1/2019 - 4/1/2021
   State Location: NM. Represents Category: Local Education Officials

5. **Cynthia Frank, Board Member.** 3-YearTerm Period: 7/9/2020 - 7/9/2023
   State Location: NM. Represents Category: Indian parents or guardians of children with disabilities

6. **Teresa McMakin, Board Member.** 3-YearTerm Period: 4/1/2019 - 4/1/2022
   State Location: MT. Represents Category: Local Education Officials

7. **Marcy Oliver, Board Member.** 2-YearTerm Period: 4/1/2019 - 4/1/2021
   State Location: NM. Represents Category: State Education Officials

8. **Jennie Platerio, Board Member**. 2-YearTerm Period: 4/1/2019 - 4/1/2021
   State Location: AZ. Represents Category: BIE employees concerned with the education of children with disabilities

9. **Dr. Harvey Rude, Board Member**. 3-YearTerm Period: 7/9/2020 - 7/9/2023
   State Location: CO. Represents Category: Service providers to children with disabilities

10. **Katinee Shawanokasic, Board Member (held Vice-Chair position for 1-year ending 5/2020).** 3-YearTerm Period: 4/1/2019 - 4/1/2022. State Location: WI. Represents Category: Indian persons with disabilities

11. **Norman Shawanokasic, Board Member.** 3-YearTerm Period: 7/9/2020 - 7/9/2023
    State Location: WI. Represents Category: Tribes or tribal organizations

12. **John Struck, Board Member.** 3-YearTerm Period: 7/9/2020 - 7/9/2023
    State Location: MS. Represents Category: Teachers of Children with Disabilities

13. **Gretchen Wendell, Vice-Chairperson.** 2-YearTerm Period: 4/1/2019 - 4/1/2021 State Location: SD. Represents Category: BIE employees concerned with the education of children with disabilities

14. **Ronald Worst, Board Member**. 3-YearTerm Period: 12/2/2016 - 12/2/2019 State Location: OR Represents Category: Parents of Children with Disabilities

15. **Rebecca Youngman, Board Member**. **(Held Secretary position for 1-year ending 5/2020)** 3-YearTerm Period: 4/1/2019 - 4/1/2022. State Location: NM. Represents Category: Service providers to children with disabilities

Between 1/1/2019 and the current date of 11/23/2020 two "Call for Nominations" were published in the Federal Register to fill several positions that were vacated due to Board member terms expiring. Therefore, the Board membership count fluctuated between eight and fifteen members. As of today, 11/23/2020 the Board membership currently has thirteen members.

1.	Brenda Anderson, Secretary.	3-YearTerm: 4/1/2019 - 4/1/2022
2.	Dr. Robin Blitz, M.D., Board Member.	3-YearTerm: 7/9/2020 - 7/9/2023
4.	Dr. Eudore Camata, Board Member.	2-YearTerm: 4/1/2019 - 4/1/2021
5.	Cynthia Frank, Board Member.	3-YearTerm: 7/9/2020 - 7/9/2023
6.	Teresa McMakin, Board Member.	3-YearTerm: 4/1/2019 - 4/1/2022
7.	Marcy Oliver, Board Member.	2-YearTerm: 4/1/2019 - 4/1/2021
8.	Jennie Platerio, Board Member.	2-YearTerm: 4/1/2019 - 4/1/2021
9.	Dr. Harvey Rude, Board Member.	3-YearTerm: 7/9/2020 - 7/9/2023
10.	Katinee Shawanokasic, Board Member,	3-YearTerm: 4/1/2019 - 4/1/2022
11.	Norman Shawanokasic, Board Member.	3-YearTerm: 7/9/2020 - 7/9/2023
12.	John Struck, Board Member.	3-YearTerm: 7/9/2020 - 7/9/2023
13.	Gretchen Wendell, Vice-Chairperson.	2-YearTerm: 4/1/2019 - 4/1/2021

U.S. Department of the Interior
Bureau of Indian Education Advisory Board for Exceptional Children

BIE Advisory Board Meeting
1011 Indian School Rd., 3rd Floor, Large Conference Rm.,
Albuquerque, NM 87104

Wednesday, November 13, 2019

8:30 a.m. MT	**Call to Order, Opening Remarks** **Roll Call, Welcome**	Jennifer Davis, Designated Federal Officer (DFO) Katinee Shawanokasic, Vice-Chair

- **Old Business**
  - Review May 1-3, 2019 Advisory Board minutes
  - Review Sept.26-27, 2019 Advisory Board Administrative Meeting minutes
- **New Business**

9:30 a.m.	**BIE Director Update**	Tony Dearman, BIE Director
10:30 a.m.	**DPA Update**	Dr. Jeffrey Hamley, Associate Deputy Director Division of Performance & Accountability (DPA)
11:30 a.m.	**Lunch** (on your own)	
1:00 p.m.	**Special Education Updates - BIE Associate Deputy Directors (ADD's)** Implementation of Action Plans for Special education; ERC Updates; Successes and Concerns. • 1:00 – 1:30 p.m. MT Dr. Tracia Jojola, Acting ADD for Tribally Controlled Schools (TCS); • 1:30 – 2:00 p.m. MT Hankie Ortiz, ADD for Bureau Operated Schools (BOS); • 2:00 – 2:30 p.m. MT Charles Sherman, Acting ADD for the Navajo Region (TCS and BOS) Invitations will be sent to the ADD's: Call in Conference #: 1-888-417-0376 Passcode: 1509140#	
2:30 p.m.	**Break** (15 minutes)	
2:45 p.m.	**Orientation Session**	Jennifer Davis, DFO

- Review of Federal Advisory Committee Act (FACA) and regulations
- Review of the Individuals with Disabilities Education Act (IDEA)
- Review Board Member Handbook
- Review the Charter
- Overview of the DOI and the BIE
- Overview of the BIE Special Education Program
- Review of Board member voucher process

4:30 p.m.	**Recess for the Day**	Jennifer Davis, DFO

U.S. Department of the Interior
Bureau of Indian Education Advisory Board for Exceptional Children

Thursday, November 14, 2019

8:30 a.m. MT	**Call to Order, Opening Remarks**	DFO, Katinee Shawanokasic, Vice-Chair
	• Review & work on the 2019 Annual Report • Discuss and set 2020 Annual Priorities • Discussion 2020 subcommittees (if needed)	BIE Advisory Board Members
9:00 a.m.	**Special Education Update**	Donald Griffin, Supervisory Education Specialist Division of Performance & Accountability (DPA)
10:30 a.m.	**Break**	
10:45 a.m.	**Resume Board Meeting**	
11:30 a.m.	**Lunch** (on your own)	
1:00 p.m.	**Call to Order, Roll Call – Resume Board Mtg.**	DFO, Katinee Shawanokasic, Vice-Chair
2:30 p.m.	**Break**	
4:30 p.m.	**Recess for the Day**	DFO

Friday, November 15, 2019, 2019

8:30 a.m. MT	**Call to Order & Roll Call**	DFO, Katinee Shawanokasic, Vice-Chair
	• Finalize the 2019 Annual Report • Discuss and set 2020 Annual Priorities • Discussion 2020 subcommittees (if needed) • Work on the agenda and logistics for the Spring 2020 Advisory Board meetings	BIE Advisory Board Members
10:00 a.m.	**Break**	
10:15 a.m.	**Resume Board Meeting**	
11:00 a.m.	**Public Comments (in-person or phone)** 11:00 a.m. to 11:30 a.m. Mountain Standard Time Call in Conference #: 1-888-417-0376 Passcode: 1509140#	Advisory Board
11:30 a.m.	**Lunch** (on your own)	
1:00 p.m.	**Resume Board Meeting**	Advisory Board
4:30 p.m.	**Adjourn and Closing Prayer**	Katinee Shawanokasic, Vice-Chair, DFO